



Office of Professional Development Training Center Information

GRAND RAPIDS OPD TRAINING CENTER

Cascade Commons, 5321 28th Street Court, S.E., Grand Rapids, MI 49546

Phone: (616) 247-6346

The Office of Professional Development, and Kent County FIA, would like to welcome all students and instructors to this facility. We would like everyone using this training center to have a relaxed and comfortable learning experience. Please let us know if there is anything we can do to better serve you at the Grand Rapids OPD Training Center.

DIRECTIONS: Traveling on I96, take exit 43B (28th street east exit) towards Cascade. Go about .2 miles, turn left on Kraft Ave SE (entrance road to Meijers), go about .2 miles, turn left onto 28th St SE, and follow this around to the building.

PARKING: All visitors are to park in the large parking lot on the north end of building. If you have materials and supplies to bring in, you may temporarily park by the side door of the center to unload.

RESTROOMS: Restrooms are located across the hallway from Classroom A. Your cooperation in keeping them clean is appreciated. If you notice a shortage of bathroom supplies, please let the center manager know immediately.

The restrooms are handicap accessible, however, the doors must be turned on to activate the push button. The switch is located on the apparatus on the top of the door. If you are aware of someone in class who will need this activated, please turn it on or ask the center manager for assistance.

PHONES: Incoming phone messages will be received on the center manager's phone (616) 247-6338. If an emergency call comes in, the manager will take the message and post it on the MESSAGE BOARD located in the Break Room as soon as possible. If the manager is gone, the secretary will clear the voice mail. In the event both are gone, it will be the responsibility of the individual instructors to clear the voice mail messages. A separate listing of telephone numbers and passwords is located in each classroom and the break room.
The center fax machine number is: (616) 247-6337